
**TO 153 Integration Partner Transition Plan
Weekly Progress Report
Week Ending: May 10-14, 2004**

Accomplishments (Current Week)

- Coordinated with FSA, Accenture SMEs, and Grant Thornton the Transition briefing schedules for the week of May 17-24.
- Updated Transition briefing content based on FSA feedback.
- Reserved conference rooms for the briefing discussions.
- Disseminated meeting information and final Transition briefing content for the May 17 Transition briefings.
- Began to update Transition Plan deliverables based on FSA feedback from the deliverable comment period.

Meetings

- Met with Grant Thornton and FSA to introduce the Accenture and Grant Thornton teams and coordinate FSA points of contact and scheduling for the Transition briefings (i.e., Kickoff Meeting).

Planned Accomplishments (Next Week)

- Continue to update Transition briefing content based on FSA feedback.
- Continue to update Transition Plan deliverables based on FSA feedback from the deliverable comment period.
- Continue to coordinate Transition briefing content and schedules with FSA points of contact.
- Facilitate Transition briefings over the course of the week, May 17-24.
- Begin moving Transition artifacts to a CD-ROM.

Meetings

- Attend Transition briefing discussions scheduled for May 17-21, with the exception of FEBI, FMS and CSB.

Milestones

Workplan Task	Percent Complete	Due Date (from original baseline)	Final Milestone Achievement Date
Develop Transition Briefing Calendar	100%	5/14/04	5/14/04
Hold Transition Kickoff Meeting	100%	5/5/04	5/11/04 (Did not make contact with Grant Thornton until the week of 5/10)
Confirm Scope and Schedule of Transition	100%	5/14/04	5/14/04

Workplan Task	Percent Complete	Due Date (from original baseline)	Final Milestone Achievement Date
Confirm Meeting Times with SMEs	100%	5/14/04	5/14/04
Reserve Conference Rooms	100%	5/14/04	5/14/04
Transition Briefing – Data Strategy	0%	5/5/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – COD	0%	5/5/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – Security Architecture	0%	5/5/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – Organization & Integration Overview	0%	5/5/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – FEBI	0%	5/11/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – COD	0%	5/11/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – IPM	0%	5/11/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – FMS	0%	5/11/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – CPS/FAFSA/PIN	0%	5/11/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton
Transition Briefing – Technical Architecture (EAI, ITA, SAIG)	0%	5/11/04	Scheduled for the week of May 17-24 per agreement with FSA & Grant Thornton

Issues

Issue	Issue Owner	Expected Date of Resolution	Status
Accenture will not be able to provide a SME to develop or deliver the XML briefing until early June due to current XML implementation and deployment activities.	Carol Seifert/ Erin Campbell	Will coordinate briefing content and schedule with Holly Hyland, to be delivered during the week of May 17-24.	In-Progress